

A meeting of the Town Board of the Town of Lewisboro, Westchester County, New York, was held on October 9, 2018 at 7:30 p.m. at the Town House, 11 Main Street, South Salem, New York.

PRESENT:

Supervisor	Peter Parsons
Council Members	Jane Crimmins, Tony Gonçalves, John Pappalardo, Daniel Welsh
Town Clerk	Janet Donohue
Absent	None

Also attending was the Attorney for the Town Jennifer Herodes, Comptroller Leo Masterson, Parks and Recreation Superintendent Dana Mayclim, Parks & Recreation Senior Office Assistant Laura Stone, Police Chief Charles Beckett and Confidential Secretary/Benefits Coordinator Mary Hafter.

Approximately 11 residents/observers.

Supervisor Parsons called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

The Supervisor led the Pledge of Allegiance to the flag.

PUBLIC COMMENT

NO PARKING ON PARK ROAD – Discussion (7:32 – 7:36 p.m.)

Donna and Edgar Sherman of Park Road stated that they have some concerns about the decision that was made to ban parking on Park Road. They moved into the neighborhood in December. She stated that since the law has changed there is a lot of animosity with the neighbors. They park on the courts since they are not allowed to park in front of their homes anymore. She doesn't understand why this is the only street that has a ban on parking.

Supervisor Parsons explained that the Wild Oaks Home Owner's Association submitted a petition. Supervisor Parsons suggested that if they are unhappy with the current WOHA's board then they get together and go to a meeting and change that. Ms. Sherman was also under the impression that another resident put together a petition trying to reverse the decision. Supervisor Parsons stated that this petition didn't have nearly as many signatures as the association's petition.

COMMUNICATIONS

FALL FEST – Oakridge Plaza

Supervisor Parsons stated that Oakridge Plaza had a Fall Fest, which included all of the stores and businesses in Oakridge participating plus others outside of Oakridge. Supervisor Parsons stated that there was a significant attendance and he encourages other shopping centers to do something similar.

VISTA FIRE DEPARTMENT – Thank You

Supervisor Parsons praised the Vista Fire Department. They put out a fire in the Oakridge Condominiums. It was restricted to an end unit and the one above it. The reaction time was impressive and they kept the fire from spreading.

POLICE – Safest Town in America

Supervisor Parsons stated that he would like to thank our Police Department for a job well done as the Town of Lewisboro has been named the Safest Town in America for another year.

CONSENT AGENDA

MINUTES - Approved

REPORTS – Monthly Reports

On motion by Supervisor Parsons, seconded by Mr. Pappalardo, the Board voted 5-0 to approve the meeting minutes of September 11, 2018 and September 24, 2018 and to receive and file September Building and Police departmental reports.

THE VOTE:	Yes	- Parsons, Crimmins, Gonçalves, Pappalardo, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

STANDARD WORK DAYS – New York State Retirement System Reporting

On motion by Mr. Parsons, seconded by Mr. Gonçalves, the Board voted as follows:

THE VOTE:	Yes	- Parsons, Crimmins, Gonçalves, Pappalardo, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED that the Town of Lewisboro hereby establishes the following as standard work days for elected officials and will report the following days worked to the New York State and Local Employees' Retirement System based on record of activities maintained and submitted by these officials to the Clerk of this body:

Title	Name	Social Security # (last 4 digits)	Registration Number	Standard Work Day (hrs/day)	Term begins/ends	Participants in Employer's Time Keeping System (Y/N)
<i>Elected Officials</i>						
Supervisor	Peter Parsons			7	1/1/18-12/31/2019	N
Town Clerk	Janet Donohue			7	1/1/2016-12/31/2019	N
Town Board	Dan Welsh			6	1/1/16-12/31/2019	N
Town Board	Tony Gonçalves			6	1/1/18-12/31/2021	N
Town Board	John Pappalardo			6	1/1/16-12/31/2019	N
Highway Superintendent	Peter Ripperger			8	1/1/16-12/31/2019	N
Tax Receiver	Deirdre Casper			7	1/1/18-12/31/2021	N
Judge	Marc Seedorf			6	1/1/18-12/31/2021	N
Judge	Sue Simon			6	1/1/16-12/31/2019	N

AUCTION – Town Owned Property Parcel 1

On motion by Mr. Parsons, seconded by Mr. Pappalardo, the Board voted as follows:

THE VOTE:

Yes	- Parsons, Crimmins, Gonçalves, Pappalardo, Welsh	(5)
No	- None	(0)
Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board approves the sale of Town Auction Parcel 1 S/B/L/ 09827-122-045A for \$300,000.

AUCTION – Town Owned Property Parcel 2

On motion by Mr. Parsons, seconded by Ms. Crimmins, the Board voted as follows:

THE VOTE:	Yes	- Parsons, Crimmins, Gonçalves, Pappalardo, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board approves the sale of Town Auction Parcel 2 S/B/L/ 11168-9-36A for \$2,000.

AUCTION – Town Owned Property Parcel 3 & 4

On motion by Mr. Parsons, seconded by Mr. Gonçalves, the Board voted as follows:

THE VOTE:	Yes	- Parsons, Crimmins, Gonçalves, Pappalardo, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board approves the sale of Town Auction Parcels 3 and 4 S/B/L/ 10794-2-9C and 10794-8-9C for \$5,000.

SEXUAL HARASSMENT POLICY – Adoption of Sexual Harassment Policy

Ms. Crimmins did state that she got together with Benefits Coordinator, Mary Hafter and Town Attorney Anthony Mole´ to clean up the wording and to make a few changes that she is comfortable with.

Mr. Pappalardo complimented Ms. Crimmins on her passionate plea for men to stand up and do something about apprehensible behavior. Mr. Pappalardo stated that it is a culture and it's pivotal that they get ahead of it and not allow that culture to be fostered.

On motion by Mr. Parsons, seconded by Mr. Gonçalves, the Board voted as follows:

THE VOTE:	Yes	- Parsons, Crimmins, Gonçalves, Pappalardo, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board does authorize the adoption of an updated sexual harassment policy which will replace the sexual harassment policy that is currently in the employee handbook from January, 2009.

MODEL ORDINANCE – Discussion (7:50 – 8:07 p.m.)

Supervisor Parsons feels that Lewisboro stands out as a community who has not adopted the Model Ordinance, especially to people who discuss affordable housing. Mr. Pappalardo doesn't feel that Lewisboro stands out as we have already adopted the most important pieces of the Model Ordinance. Mr. Pappalardo wants to discuss this at length with Town Counsel before meeting with the monitor. Maybe there is more that can be done and he is happy to explore but he would like the changes to be made seamlessly.

Mr. Pappalardo will be meeting with the housing monitor on October 24, 2018. A public hearing will be set at the October 22, 2018 meeting and if anything changes after the meeting with the monitor is it can be added or deleted. The last part that needs to be included is the 10% component. The ordinance will also need to be referred to the Town and County Planning Departments and they will have 30 days to review it and get back to the Town Board.

BUDGET – Parks & Recreation (8:07 – 9:20 p.m.)

Superintendent of Parks & Recreation, Dana Mayclim presented her budget to the Board for 2019. Ms. Mayclim stated that her department has lost 3 key people this year so she is begging for a full-time entry level Recreation Programmer. Ms. Mayclim and Supervisor Parsons stated that Reed Pullem has done a great job with the social media and Constant Contact. Software support will go down by about \$1,366 but they anticipate having the credit card acceptance finally in place for winter programs. The brochure line will decrease by \$3,000 since they will be going down to two seasonal brochures.

Ms. Mayclim is also asking for \$1,500 increase in the over-time line; these fees are basically for the parks maintenance employees. Supervisor Parsons also asked Ms. Mayclim to get together with Mr. Smith regarding the maintenance of the Black Mansion area as this needs to be taken care of.

Ms. Mayclim is asking for \$3,000 more in parts/sundries. All of their equipment is aging, drastically. She is also adding \$750 under the composting toilets as come November there will be composting toilets at Onatru and this fee is the annual maintenance.

Ms. Mayclim asked to increase the minimum wage line for lifeguards and pool staff so that they are competitive with other towns.

Tennis court supplies increased by \$9,000. Fox Valley desperately needs crack repair in the amount of about \$6,000 and Ms. Mayclim received a quote that was very reasonable to keep up the Onatru courts on a weekly basis.

Ms. Mayclim stated their programming has increased nicely. The biggest addition is that all of the high school coaches are coming in through the Parks and Recreation to offer programs to support their own programs. This is because the school won't allow them to run summer camps and clinics, pre-season work outs, due to insurance reasons. The Town does make money from these programs especially basketball.

The youth winter, spring and summer line will increase by \$5,000 and this will include monies for the new neighbor networks. Ms. Mayclim announced that the fall welcome for new town residents was going to be held this Saturday from 2-4 p.m. at Fox Valley.

Ms. Mayclim stated that the lease on the Equinox, which is the senior citizen car is up but they don't like the car so they would prefer to trade it in and get a four wheel drive to replace the Equinox.

Under the transportation line, the senior bus driver will be retiring. This line will be reduced by about \$7,000.

Ms. Mayclim did explain that the bus leases for the day camp programs will come out in May of 2019 and she is afraid that this line will increase drastically. Ms. Crimmins explained that the Town has an IMA with the school where we use their busses for \$75/day for special event trips. And for the summer camp the busses cost \$700/bus. Recently the new head of transportation wanted to tell Ms. Mayclim that the Town couldn't have the busses, however, we have an IMA with them until next May. Ms. Crimmins feels that the Town needs to get ahead of this and have a meeting with the School Board and Mike Jumper. Ms. Crimmins and members of PRAC have and will continue to reach out to school board members regarding this issue. Mr. Pappalardo stated that we are serving the same people in town and we will do a much better job if we share services and collaborate. Mr. Welsh suggested a possible special work session. Mr. Parsons will set up a meeting in the near future with Mike Jumper.

Ms. Mayclim stated that the Parks and Recreation expenses will go up between \$60-65,000. Revenues are difficult to determine. Ms. Mayclim said that revenue for day camp was up this year however tennis, pool, and adult activity revenues are down this year. Mr. Pappalardo asked about field rentals. Ms. Mayclim stated that the lacrosse group has scaled back on their programs on our fields. Ms. Mayclim also suggested that large groups who use the fields need to get insurance in case they have to cancel certain tournaments without losing money. The soccer group made a mess of the Onatru fields this past week.

Ms. Crimmins asked if there was adult programming that could be cut or that could be added but Ms. Mayclim said it's a matter of getting instructors. Ms. Crimmins feels that we need to do a better job of marketing our Town Pool since it is such a wonderful facility. Mr. Pappalardo suggested media and print advertising to neighboring towns. Ms. Mayclim said that all the other neighboring towns are in the same situation we are however our pool and dive tank is nicer.

Ms. Mayclim did provide a 5 year wish list for capital plans for the Parks and Recreation Department:

***2019 Wish List for Capital Plans for the Lewisboro Parks and Recreation Department
FUNDING FOR EQUIPMENT/CAPITAL PROJECTS/
2019 –***

- *BOTH Parks Trucks are beyond repairs – Rotting out and worn out – 2004 Ford – front of the bed there is no structure sitting on the frame. Has close to 150,000. 2006 Chevy – patched in the floor 165,000 miles no heat. Estimate on the trucks - \$36,000 each with plows included*

- *2003 Astro Recreational Van – is rotting out as well – Both Kevin and Joel want it off the road and they will not take it for another inspection. Structural rust. Mileage on it is only has 80,000 no air condition. This is used for senior transport, youth programs, and ski trips, camp etc. Estimate on the van - \$35,000 (inspection up in March 2019)*
- *New tractor with a mower for the Parks department - the old one is 25 years old, small, worn, the deck isn't stationary so now poses a safety hazard. Estimate on mower with Mower deck - \$35,000*
- *10 cement decks need to be replaced at the town park pool – each one is about \$1,000 a piece to remove, fix and fill. Approx. \$10,000*
- *Replacement of Steel tubs in play structure – Approx - \$unknown at this time*

2020 –

- *Paving of the Fox Valley driveway and parking lot – Approx - \$56,000*
- *Replacement of the guide rails along the driveway at Fox Valley – Approx – \$7,500*
- *Driveway at Town Park needs a resurface – Approx - \$20,000*
- *Pave the driveway at Onatru – Approx. - \$35,000*
- *New Safety netting at the lower Baseball Field at Fox Valley – Approx – \$6,000*

2021

- *There is some fencing that needs repair at the ball field at Town Park - \$4,000*
- *Harvesting of some of the older trees at the Town Park Approx. \$5,000*
- *Replace or Upgrade the bathroom facilities at the Fox Valley Park – Approx \$65,000 – composting or \$70,000 for a updated complex (Well water will be an issue).*
- *Water Well safety island in the middle of the parking lot at Vista needs to be replaced - \$2,500*

2022

- *Harvesting some of the mature trees behind the Vista Community House - \$1,800*
- *Backstops and drainage for fields 1 and 2 at Onatru – Approx - \$500,00*
- *3 Roll the Playing fields at Onatru – 1 – 4 – Approx - \$2,500*
- *New Tennis Shed for Onatru - \$1,800*
- *A plan to harvest weeds at the Pond – Approx - \$unknown*

PLAN FOR THE POOL –

2018 – We caulked main joint and the entire deep end

2019 – We will be replacing the coping stones with plastic grates and start plans for new bathhouse. Hopefully starting construction in fall of 2019. Bath House should have enclosed showers, changing areas and toilets as well as a Family Bathroom for families who have children with disabilities, Dad who have to take kids to the bathroom and any transgender patrons. We should also consider adding the staff quarters and first aid into this structure.

2020 – Finish construction on new bathhouse.

2021 – Remove Current Building for Staff and First Aid and replace it with a zero depth entry to a foot passive wading pool for infants and toddlers.

Mr. Pappalardo would like to know what the Town intended of being included in the current bonds and what the estimates are for the work that still needs to be done and the work that has been done, how much of the bonds have we completed and did we come in on budget.

The Board thanked Ms. Mayclim for her presentation.

DOG PARK – Discussion

Ms. Mayclim wanted to discuss the possibility of a dog park now that the 2019 budget was being discussed. Mr. Gonçalves asked if the Parks and Recreation Advisory Council was able to figure out a location for the dog park and the answer was no. Supervisor Parsons stated that he feels the town needs to make more sense of what we have before creating something new. He also feels that a dog park, in speaking with other towns, would work well if the facility is supervised. Ms. Crimmins asked if he meant supervision at all times and Supervisor Parsons responded yes.

He feels that fights will break out between dogs on occasion and that defecation needs to be picked up. Ms. Mayclim also stated this person would need to make sure that the attendees dogs are licensed and have the proper permits to attend the dog park.

GREEN LIGHT DRIVER'S LICENSES – Resolution**RESOLUTION****RESOLUTION IN SUPPORT OF ISSUING DRIVER'S LICENSES TO NEW YORK STATE RESIDENTS REGARDLESS OF IMMIGRATION STATUS**

WHEREAS, many New York residents are denied access to driver's licenses solely because of their immigration status; and

WHEREAS, these New York residents urgently need these licenses in order to lawfully drive to their places of work, buy groceries and essential supplies, take their children to school, travel to appointments, attend religious worship, or get to the hospital and other medical facilities in cases of emergencies; and

WHEREAS, licensing all drivers improves public safety by ensuring that everyone driving on our roads is knowledgeable of our vehicle and traffic laws through the licensing process, and is operating a registered, inspected, and insured vehicle, and

WHEREAS, licensed drivers who become involved in traffic incidents are more likely to aid police and emergency workers and to engage in the exchange of necessary information with other motorists, and those who witness incidents and crimes will be more comfortable reporting them to the police and cooperating in investigations; and

WHEREAS, allowing immigrants to obtain a driver's license regardless of immigration status would mean an increase in revenue for New York State from license, registration and other associated fees and taxes; and

WHEREAS, removing immigration status barriers to driver's licenses will assist in the reduction of accidents involving uninsured motorists, leading to lower auto insurance premiums for all New Yorkers; and

WHEREAS, there are twelve states across the United States that already provide access to licenses for all residents regardless of immigration status, including our adjacent state of Connecticut and Vermont to the north.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Lewisboro expresses our collective desire for safety and security for all of our residents and, further, our commitment to pursuing the common good by ensuring shared resources such as roads and highways be accessed and utilized responsibly and safely; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Lewisboro recognizes immigration law to be a federal concern, and enforcement a drain on limited local resources; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Lewisboro calls upon the New York State legislature and Governor Cuomo to promptly ensure the issuance of driver's licenses to all New York State residents regardless of immigration status; and

BE IT FURTHER RESOLVED, that the Town Clerk shall forward a true copy of this Resolution, duly endorsed to reflect its enactment by the Town Board of the Town of Lewisboro to the Executive Chamber of Governor Andrew Cuomo, Assemblyman David Buchwald and Senator Terrence Murphy.

CLAIMS – Authorized for Payment

On motion by Mr. Parsons, seconded by Mr. Pappalardo, the Board voted 5-0 to authorize payment of the Town's bills in the amount of \$837,053.90.

POLLING OF THE BOARD

OFFICE OF EMERGENCY MANAGEMENT – Information

Mr. Gonçalves stated that this week is "Fire Prevention Week"; October 7 – 13. He also reminded everyone that Hurricane Michael will be hitting Florida but there is a slight chance that our area could see remnants from that storm so to keep an eye out.

STATE AND LOCAL TAX – Deadline

Mr. Gonçalves also reminded everyone that the deadline to file public comments regarding the IRS state and local tax is October 11, 2018.

SHREDDER TRUCK – Town House

Supervisor Parsons made the following statement:

The “Shredder Truck” will be at Town House, 11 Main Street, South Salem, NY on Thursday, October 18, from 9 a.m. until 12:00 p.m. This will be for the town departments along with town residents. Please remove all metal clips, fasteners, binders, folders and hard covers and place the papers loosely in a box. Hard covers – cardboard or plastic covers on items such as ledger books, marble composition books and hard-cover books – cannot be shredded and will be turned away. Residents must rip pages out from hard cover books for shredding and throw the covers in their regular household recycling. Up to four medium sized boxes of papers, per household, are allowed for shredding. If you have any questions, please call the Town Clerk’s Office at 763-3511.

DAFFODIL PLANTING – Garden Club

Supervisor Parsons stated that the Garden Club will be planting daffodils as part of their Golden Roads projects in front of the former Lewisboro Elementary School at 79 Bouton Road on Saturday, October 27th, 2018, from 9:30 a.m. – 12:30 p.m.

MEETINGS – Dates Set

Upcoming meetings include a meeting on Monday, October 22, 2018 at 7:30 p.m. at the Town House, 11 Main Street, South Salem, NY.

EXECUTIVE SESSION – To Discuss Specific Personnel Moves, Real Estate Transactions and Legal Issues

On motion by Supervisor Parsons, seconded by Mr. Pappalardo, the Board voted 5-0 to go into executive session at 9:28 p.m. to discuss specific personnel moves, real estate transactions and legal issues.

On motion by Supervisor Parsons, seconded by Mr. Gonçalves, the Board voted 5-0 to come out of executive session at 11:02 p.m.

TOWN EMPLOYEES & OFFICIALS – ADA Grievance Compliance Officers

On motion by Supervisor Parsons, seconded by Mr. Pappalardo, the Board voted as follows:

THE VOTE:	Yes	- Parsons, Crimmins, Gonçalves, Pappalardo, Welsh	(5)
	No	- None	(0)
	Absent	- None	(0)

RESOLUTION

RESOLVED, that the Town Board has named Maintenance Manager, currently Joel Smith, Building Inspector, currently Joe Angiello and Town Board member, currently Jane Crimmins as the Town's Americans with Disabilities Act (ADA) Grievance Compliance Officers.

ADJOURNMENT

On motion by Supervisor Parsons, seconded by Ms. Crimmins, the Board voted 5-0 to adjourn at 11:04 p.m.

Janet L. Donohue
Town Clerk